

## STAFFORD COUNTY SCHOOL BOARD

### Agenda Consideration

**TOPIC:** Award of Contract: New  
Telephone System - SHS

**ITEM NO:** 3G

**PREPARED BY:** Rob Ashby  
Assistant Director of  
Operations & Maintenance

**MEETING:** July 11, 2006  
June 20, 2006

**ACTION DATE:** July 11, 2006

**INFORMATION ONLY:** N/A

Andrew F. Hicks III  
Director of Operations & Maintenance

André A. Nougaret  
Assistant Superintendent of  
Support Services

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**ACTION REQUESTED BY THE SUPERINTENDENT:** That the School Board approve award of contract to TelNet of Virginia, Inc., 12177 Balls Ford Road, Manassas, VA 20109-2449, in the amount of \$43,972.95 for the purchase and installation of a new telephone system at Stafford High School.

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#### KEY POINTS:

- Current telephone system at SHS is twenty-eight (28) years old and suffers from frequent failures. The technology and functionality of the system is inferior when compared with other high schools.
- Current telephone system is operating beyond its capacity and can no longer be expanded. Some offices do not have a phone, some cannot make long distance calls, and staff members frequently have trouble with their voice mail.
- Frequent “bottlenecks” occur when more than four (4) people attempt to make outside calls from classrooms. This hinders or prevents teachers from being able to contact parents in a timely manner.
- Communication with classrooms and the principal’s office is severely limited due to the “bottleneck” problem, which causes safety issues.
- The bid package was reviewed by the County Purchasing Office and released May 17, 2006. A Pre-bid Conference was held on May 30, 2006 with nine (9) vendors present. On June 13, 2006 the bids were opened. Six (6) vendors submitted proposals. The low and responsive bidder was TelNet of Virginia, Inc. with a cost quote of \$43,972.95.

- The specifications for the new phone system will ensure parity with the other high schools. Outside connectivity will double. Many of the most current base amenities found on this new system will increase functionality and will promote more efficient communication.
- If approved by the School Board, staff plans to award the construction contract in July 2006 and issue a notice to proceed immediately. The project is scheduled to be completed by August 15, 2006.

**SCHOOL BOARD GOAL:**

Goal 3: Encourage parents and the community to increase their interest and involvement in our schools.

Goal 5: Provide facilities that promote student learning and community support.

Goal 7: Provide school environments where teachers are safe to teach and students are safe to learn.

**FUNDING SOURCE:** FY05 Carry-Over – Priorities established for Health and Safety Reasons – Approved March 28, 2006

**AUTHORIZATION REFERENCE:** Policy 4-32  
Bid# 6130611